



JAMES A. NOYES, Director

COUNTY OF LOS ANGELES

DEPARTMENT OF PUBLIC WORKS

900 SOUTH FREMONT AVENUE
ALHAMBRA, CALIFORNIA 91803-1331
Telephone: (626) 458-5100
www.ladpw.org

ADDRESS ALL CORRESPONDENCE TO:
P.O. BOX 1460
ALHAMBRA, CALIFORNIA 91802-1460

IN REPLY PLEASE
REFER TO FILE: **PM-3**

April 10, 2003

The Honorable Board of Supervisors
County of Los Angeles
383 Kenneth Hahn Hall of Administration
500 West Temple Street
Los Angeles, CA 90012

Dear Supervisors:

**SPECIAL ENFORCEMENT BUREAU REPLACEMENT PROJECT
AWARD ARCHITECT/ENGINEER SERVICES AGREEMENT
SPECS. 6551; C.P. 77397
SUPERVISORIAL DISTRICT 1
3 VOTES**

**JOINT RECOMMENDATION WITH THE CHIEF ADMINISTRATIVE OFFICER AND
SHERIFF THAT YOUR BOARD:**

1. Award and authorize the Director of Public Works to execute an architect/engineer services agreement with Kajima Associates, Inc., for a not to exceed fee of \$497,480 to be financed under Capital Project 77397 and establish the effective date following Board approval.
2. Approve the total project budget and authorize the Director of Public Works to deliver the project.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

The recommended architect/engineer services agreement with Kajima will provide design and construction administration services for the Sheriff's Department Special Enforcement Bureau replacement facility, which will be located at Biscailuz Center.

The existing SEB building is located within the East Los Angeles Civic Center and includes SEB's tactical units such as Special Weapons, Emergency Services, and Canine Services Detail. The existing facility does not meet SEB's current space needs,

and in emergency situations, helicopters supporting this facility use a nearby community park for landing, presenting a public safety concern.

On December 21, 1999, your Board approved a preferred concept plan for the East Los Angeles Civic Center renovation, which requires the SEB relocation. Ten million dollars were initially incorporated in the Capital Project Budget for the relocation.

On March 12, 2002, your Board authorized Public Works to execute an agreement with Nadel Architects Inc. to prepare an architectural program, a feasibility study, and site assessment analysis of the Biscailuz Center as a potential location for SEB's replacement facility.

The architectural program, completed in November 2002, identified program space needs of a 35,000-square-foot new building, interior space layout, and recommended alternative site development and building options to meet projected needs to 2020. The study concluded that Biscailuz Center could not accommodate SEB's projected 2020 needs within the existing project budget. Nadel Architects' assessment of the structural, mechanical, plumbing, electrical, and life safety systems of existing buildings at Biscailuz Center for possible reuse by SEB concluded that the existing buildings would require substantial improvement. All schemes presented in Nadel Architect's report resulted in a construction cost estimate in excess of the initial allocation of \$10 million, due to existing site constraints.

Alternatively, several options were studied to bring the project within budget without reducing SEB's ability to function. The Sheriff provided program reductions and identified additional site areas vacated by the now closed Biscailuz Drug Recovery Center to meet the current 2002 program space needs. As a result, it was determined that SEB's current 2002 space needs could be accommodated at the site within the project budget.

The revised project scope will include a new approximately 23,000-square-foot building which will accommodate administrative functions, training, various details, support staff, and associated support spaces. The existing gymnasium, which will not be renovated as part of this plan, could accommodate bulk storage and team assembly area needs. A shelter structure with fencing will be provided as kennel space for the canines. In addition, refurbishment of an existing helipad and running track on Eastern Avenue was completed in December 2002 for \$500,000 to support SEB functions.

Kajima was selected as the best-qualified firm to perform the architect/engineer design services from a list provided by the Architectural Evaluation Board. The consultant provided a cost proposal to perform these services. The CAO, Sheriff, and Public Works have negotiated the fee for a not to exceed amount of \$497,480.

Following the completion of construction documents, jurisdictional approvals, and an environmental assessment, we plan to return to your Board to adopt plans and specifications and advertise for bids to construct the project.

Implementation of Strategic Plan Goals

These actions meet the County's Strategic Plan Goal of Organizational Effectiveness because the SEB relocation to nearby training amenities at the Biscailuz site will enhance operations for more rapid and accurate response to service calls.

FISCAL IMPACT/FINANCING

The recommended agreement with Kajima is for a not to exceed fee of \$497,480. Sufficient funds are available in the 2002-03 Capital Project Budget under C.P. 77397 to award the recommended agreement.

The total estimated cost of the project, including construction, equipment, consultant services, and County services, is \$9,565,940. The Project Schedule and Budget Summary are included in Enclosure A.

Operational Financing

Based on the Sheriff's 2001-02 operating budget, net funding of \$10,672,952 is required to fund for salaries and employee benefits associated with the SEB and net funding of \$549,517 is required for services and supplies and other charges (see Enclosure B). The Sheriff's Department is currently realigning its available resources with departmental priorities and operational funding recommendations for SEB will be presented to your Board by the Sheriff and CAO prior to requesting authorization to construct the project.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

A standard agreement, in the form previously approved by County Counsel, will be used. The standard Board-directed clauses that provide for contract termination, renegotiation, and hiring qualified displaced County employees will be included.

As requested by your board on August 12, 1997, and as a threshold requirement for consideration for awarding this agreement, Kajima is willing to consider Greater Avenues for Independence Program/General Relief Opportunity for Work participants for future employment.

Kajima is in full compliance with Los Angeles County Code Chapter 2.200 (Child Support Compliance Program) and Chapter 2.203 (Contractor Employee Jury Service Program).

ENVIRONMENTAL DOCUMENTATION

Awarding this agreement will have no environmental impact. The appropriate environmental documentation will be completed prior to returning to your Board to request authorization to adopt and advertise plans and specifications to construct the project.

CONTRACTING PROCESS

On December 12, 2001, the AEB recommended eleven firms to be considered for performing the professional services for this project. On February 7, 2002, technical proposals for services were requested from these firms. Four firms submitted proposals for evaluation. The proposals were evaluated by a panel of members from Sheriff, CAO, and Public Works based on technical expertise, proposed work plan, experience, personnel qualifications, and understanding of work requirements. These evaluations were completed without regard to race, creed, color, or gender. Based on the review and evaluation of the proposals, Kajima was found to be the firm best qualified to perform these services.

On February 3, 1998, your Board requested that contract opportunities be listed on the "Doing Business with the County" website. However, this contract opportunity was not listed on the website because the AEB evaluation process was used. This process was established by your Board to ensure that firms are selected on an equitable and impartial basis to provide the recommended design and consultant services. Public Works uses the "Doing Business with the County" website to offer general consultant opportunities, and the AEB supplements its business listing of architectural firms from the website information.

Kajima has agreed to provide full architectural services for a total not to exceed fee of \$497,480. The construction administration portion of the fee will be billed during the construction phase and only after your Board's authorization to proceed with construction. The negotiated fee has been reviewed by the Sheriff, CAO, and Public Works and is considered reasonable for the scope of work.

Public Works has determined that the Living Wage Program (County Code 2.201) does not apply to the recommended agreement, as this agreement is for non-Proposition A services.

The Honorable Board of Supervisors
April 10, 2003
Page 5

Kajima's Community Business Enterprise participation data and three-year contracting history with the County are on file with Public Works.

The State Labor Code requires contractors to pay prevailing wage rates to all persons employed on Public Works contracts.

IMPACT ON CURRENT SERVICES (OR PROJECTS)

There will be no negative impact on current County services or projects during the performance of the recommended services.

CONCLUSION

Please return one adopted copy of this letter to the CAO (Capital Project Division), Sheriff, and Public Works.

Respectfully submitted,

JAMES A. NOYES
Director of Public Works

DAVID E. JANSSEN
Chief Administrative Officer

LEROY D. BACA
Sheriff

SD:amr
U:\Sheriff\SEB_BL030603-SD022403REV032503.doc

Enc.

cc: Auditor-Controller
County Counsel
Department of Public Social Services (GAIN/GROW Program)

April 10, 2003

ENCLOSURE A

**SPECIAL ENFORCEMENT BUREAU REPLACEMENT PROJECT
AWARD ARCHITECT/ENGINEER SERVICES AGREEMENT
SPECS. 6551; C.P. 77397**

I. PROJECT SCHEDULE

Project Activity	Scheduled Completion Date
Project Needs Assessment	10/30/00*
Project Feasibility Study and Site Analysis	11/27/02*
Project Program	11/27/02*
Design <ul style="list-style-type: none">- Contract Execution- Construction Document Submittal- Jurisdiction Approval	05/15/03 04/19/04 07/22/04
Bid and Award Construction Contract	11/23/04
Construction <ul style="list-style-type: none">- Substantial Completion- Acceptance	01/13/06 03/17/06

* Indicates completed activity.

II. PROJECT BUDGET SUMMARY

Budget Category	Proposed Project Budget
Relocation Costs	\$ 100,000
Construction	
(a) Construction	\$ 5,300,000
(b) Change Orders	\$ 530,000
Subtotal	\$ 5,830,000
Construction Complete	
(a) Heliport	\$ 500,000
(b) East LA Dispatch Lobby	\$ 50,000
Subtotal	\$ 550,000
Equipment	\$ 350,000
Plan and Specifications	
(a) Feasibility Study/Site Assessment	\$ 124,850
(b) Design and Construction Administration	\$ 497,480
Subtotal	\$ 622,330
Consultant Services	\$ 160,000
Miscellaneous Expenditures	\$ 548,561
Jurisdictional Review and Plan Check	\$ 60,000
County Services	\$ 1,345,049
Total	\$ 9,565,940